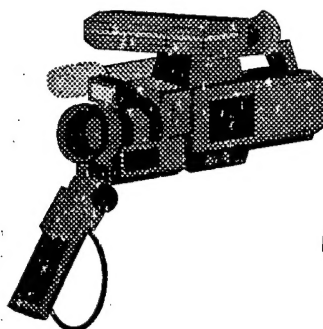




**UNITED STATES
AIR FORCE**



OCCUPATIONAL SURVEY REPORT



19990813 026

**VISUAL INFORMATION
PRODUCTION-DOCUMENTATION
AFSC 3V0X3**

OSSN: 2351

JUNE 1999

**OCCUPATIONAL ANALYSIS PROGRAM
AIR FORCE OCCUPATIONAL MEASUREMENT SQUADRON
AIR EDUCATION and TRAINING COMMAND
1550 5th STREET EAST
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PREFACE

This report presents the results of an Air Force Occupational Survey of the Visual Information Production-Documentation career ladder, Air Force Specialty Code (AFSC) 3V0X3. Authority for conducting occupational surveys is contained in AFI 36-2623. Computer products used in this report are available for use by operations and training officials.

Captain Ian Jackson, Canadian Armed Forces, developed the survey instrument. Ms. Karen Tilghman provided computer-programming support. First Lieutenant David W. May analyzed the data and wrote the final report. This report has been reviewed and approved by Lieutenant Colonel Roger W. Barnes, Chief, Airman Analysis Section, Occupational Analysis Flight, Air Force Occupational Measurement Squadron (AFOMS).

Copies of this report are distributed to Air Staff sections, major commands, and other interested training and management personnel. Additional copies are available upon request to AFOMS/OMYXI, 1550 5th Street East, Randolph Air Force Base, Texas 78150-4449, or by calling DSN 487-5543. For information on the Air Force occupational survey process or other on-going projects, visit our web site at <http://www.omsq.af.mil>.

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SUMMARY OF RESULTS

1. **Survey Coverage:** The Visual Information Production-Documentation career ladder was surveyed to provide current job and task data for use in updating career ladder documents and training programs. Survey results are based on responses from 184 Active Duty (AD) and Air National Guard (ANG) members accounting for 38 percent of the total surveyed population.
2. **Specialty Jobs:** Three jobs were identified in the career ladder structure analysis accounting for 91 percent of the total sample. The remaining 9 percent, for one reason or another, did not group into any of the identified jobs and clusters. The Videographer Job, encompassed the largest percentage of this career ladder. Respondents from this job perform the largest average number of tasks, mainly concentrated on performing video activities. Also identified were the Supervisor and Teletraining NCOIC Jobs.
3. **Career Ladder Progression:** AFSC 3V0X3 personnel progress typically through the career ladder. At the 3- and 5-skill levels, the majority of incumbents perform tasks that are predominantly technical in nature, centered mostly on performing video activities. At the 7-skill level, incumbents also report performing a large number of technical tasks, but have more emphasis on supervisory, management, and training functions as outlined in the specialty description. ANG respondents remain more technically oriented than their AD counterparts at the 7-skill level.
4. **Training Analysis:** A match of the survey data to the current STS revealed some minor discrepancies. Several sub-areas of the STS were identified as possibly needing proficiency coding due to tasks performed by high percentages of the career ladder. Also, several tasks not matched to the STS were identified for possible inclusion in the STS because of high percentage members performing. Overall however, the data matched the STS well and all coded areas that were matched were supported.
5. **Job Satisfaction:** Since the previous OSR, there have been noticeable decreases in reenlistment intentions for both the first and second enlistment groups and a decrease in perceived utilization of talents for the first enlistment group. However, indicators remain average to high when compared with those of similar career ladders. Exceptions occur for reenlistment intentions and perceived utilization of talents for the first enlistment group. Overall, the second enlistment group seems highly satisfied when compared to both the past survey and comparable career ladders, the first-enlistment group seems less so, and the 97+ Total Active Federal Military Service (TAFMS) group about the same.
6. **Implications:** The current AFSC 3V0X3 career ladder structure reflects a typical job progression. The survey data supports the job description and only a few areas have been identified for review. Most personnel are performing duties that center on accomplishing video activities.

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OCCUPATIONAL SURVEY REPORT (OSR)

VISUAL INFORMATION PRODUCTION-DOCUMENTATION (AFSC 3V0X3)

INTRODUCTION

This report is an analysis of occupational survey data from the Visual Information Production-Documentation career ladder conducted by the Air Force Occupational Measurement Squadron (AFOMS). Authority for conducting occupational surveys is contained in AFI 36-2623. Computer products used in this report are available for use by operations and training officials. The last OSR pertaining to this career ladder was published in August 1995. The data contained herein will be used to identify current utilization patterns among AFSC 3V0X3 personnel and evaluate career ladder documents and training programs.

Background

According to AFMAN 36-2108, *Airman Classification*, personnel in this career ladder perform or supervise motion media activities. This includes using motion media systems to provide aerial or ground visual information production or documentation support to Air Force educational, training, operational, or corporate communication requirements. Members also perform related editorial functions.

Personnel entering the AFSC 3V0X3 career ladder attend the course designated AFIS-VPD - *Video Production/ Documentation*, located at the Defense Information School (DINFOS) in Ft George Meade, MD. The course length is 14 weeks, 2 days.

This course trains airmen in the operation of the DVC PRO video camera, a variety of editing systems, audio studios, and lighting equipment. Students also learn the principles of framing and composition, camera placement, audio and video editing, visualization, story telling, and a working knowledge of audio and video applications for television and studio operations and procedures. Upon completion of this AFSC-awarding course, the graduate is awarded the 3-skill level.

Entry into this career ladder currently requires an Armed Services Vocational Aptitude Test Battery (ASVAB) aptitude requirement of General 58 and a Strength Factor requirement of "J" (weight lift of 60 lbs.). Normal color vision is also required for entry into this AFSC.

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SURVEY METHODOLOGY

Inventory Development

The data collection instrument for this occupational survey was USAF Job Inventory (JI) Occupational Survey Study Number (OSSN) 2351, dated August 1998. A tentative task list was prepared after reviewing pertinent career ladder publications and directives, pertinent tasks from the previous survey instrument, and data from the last OSR. The preliminary task list was refined and validated through personal interviews with 32 subject-matter experts (SMEs) at the following training location and operational installations:

BASE	UNIT VISITED
Fort Meade MD	DINFOS
Charleston AFB SC	1 CTCS
Hill AFB UT	367 TRSS
Lackland AFB TX	37 CS

The resulting JI contained a comprehensive listing of 365 tasks grouped under 12 duty headings. Also included was a background section requesting information such as grade, base, MAJCOM assigned, organizational level, component status, job title, functional area, work schedule, equipment used, and number of personnel in shop.

Survey Administration

From September 1998 through February 1999, base training offices at operational units worldwide administered the inventory to eligible AFSC 3V0X3 personnel. Job incumbents were selected from a computer-generated mailing list obtained from personnel data tapes maintained by the Air Force Personnel Center, Randolph AFB TX.

Each individual surveyed first completed a background information section (see above) and then progressed to a Duty-Task section in which each task performed by the incumbent in his/her current job was checked. After completion, each incumbent then went back and indicated relative time spent on each task as compared to all other tasks performed. This was accomplished by utilizing a 9-point scale in which a "1" indicated a relatively small percentage of time spent, and a "9" indicated a relatively high percentage.

To determine relative time spent for each task checked, all of the incumbent's ratings were first summed, and the resulting total was used as a divisor for each rating. The resulting number was then multiplied by 100 to get a relative time spent rating for each task.

Survey Sample

Personnel were selected to participate in this survey to ensure an accurate representation across major commands (MAJCOM) and military paygrade groups. All eligible AD and ANG AFSC 3V0X3 personnel were mailed survey booklets. All AFSC 3V0X3 personnel were considered eligible unless they were in one of the following categories: (1) hospitalized during administration period; (2) in transition for a permanent change of station; (3) retiring during administration period; (4) in their job for less than 6 weeks.

Table 1 reflects the percentage distribution, by MAJCOM, of personnel assigned to the AFSC 3V0X3 career ladder, followed by the percent sampled. Table 2 reflects the paygrade and Duty AFSC (DAFSC) distribution for 3V0X3 personnel.

TABLE 1
COMMAND REPRESENTATION OF
AFSC 3V0X3 SURVEY SAMPLE

MAJCOM	PERCENT OF ASSIGNED	PERCENT OF SAMPLE
USAFA	1	2
USAFE	2	4
AETC	11	18
PACAF	2	3
AIA	1	1
ACC	9	7
AMC	15	17
AFMC	3	7
AFSPC	4	9
PACOM	1	1
AFOFA	2	2
ANG	45	27
OTHER*	4	2

* Other includes AFDW, AFMOA, AFSOC, ELM, LANTC, USSOC, DLA, AFDIA, and AFCA

TABLE 2
PAYGRADE/DAFSC REPRESENTATION
OF SURVEY SAMPLE

GRADE	PERCENT OF ASSIGNED	PERCENT OF SAMPLE
E-1 - E-3	12	13
E-4	23	27
E-5	30	27
E-6	22	21
E-7	13	12
DAFSC		
3V033	11	15
3V053	44	49
3V073	45	36

TOTAL ASSIGNED* = 548

TOTAL ELIGIBLE** = 493

TOTAL IN SURVEY = 184

PERCENT OF ASSIGNED IN SAMPLE = 34%

PERCENT OF SURVEYED IN SAMPLE = 38%

*	Assigned strength as of August 1998
**	Excludes personnel in PCS, student, or hospital status, or less than 6 weeks on the job

Examining Table 1, AETC, AFSPC, and AFMC are slightly over-represented in this sample, while ANG is under-represented. In Table 2, paygrade and DAFSC for the entire population and the survey sample are very similar, with only a few variations, the most notable of which is the under-representation of the 7-skill levels.

Task Factor Administration

Job descriptions alone usually do not provide sufficient data for making decisions about career ladder documents or training programs. Task factor information is needed for a complete analysis of the career ladder. To obtain the needed task factor data, selected senior AFSC 3V0X3 personnel (generally E-6 or E-7 craftsmen) also completed a second booklet entitled either "Training Emphasis" (TE) or "Task Difficulty" (TD). These booklets were processed separately from the JIs and the information gathered was used in a number of different analyses within this report.

Training Emphasis (TE): TE is a rating of the amount of emphasis that should be placed on tasks in entry-level training. The 23 senior AFSC 3V0X3 NCOs who completed TE booklets were asked to select tasks they felt should be taught to entry level (1-48 months in service) personnel in some sort of structured training. Then they were asked to indicate how much training emphasis these tasks should receive, from 1 (extremely low emphasis) to 9 (extremely high emphasis).

Structured training is defined as training provided at resident training schools, field training detachments (FTD), mobile training teams (MTT), formal on-the-job-training (OJT), or any other organized training method. The agreement among these 23 raters was acceptable. The average TE rating was 3.02, with a standard deviation of 3.31. Any task with a TE rating of 6.33 or above is considered to have high TE.

Task Difficulty (TD): TD is an estimate of the average amount of time needed for a member to learn each task satisfactorily. The 21 senior NCOs who completed TD booklets were asked to rate the difficulty of each task using a 9-point scale (extremely low to extremely high). Interrater reliability was low but acceptable. Ratings were standardized so tasks have an average difficulty of 5.00 and a standard deviation of 1.00. Any task with a TD rating of 6.00 or above is considered to be difficult to learn.

When used in conjunction with the primary criterion of percent members performing, TE and TD ratings can provide insight into first-enlistment personnel training requirements. Such insights may suggest a need for lengthening or shortening portions of instruction supporting entry-level jobs.

SPECIALTY JOBS

To accurately analyze any career field, it becomes necessary to first identify the specific jobs being accomplished by the members of that career field. In order to do this, the analyst utilizes the Comprehensive Occupational Data Analysis Program (CODAP) to create an individual job description (case) for each respondent based on the tasks performed and relative amount of time spent by the respondent on these tasks.

The CODAP automated job clustering program compares all of the individual job descriptions, and then groups these cases by similarities in response. Based on the amount of similarity between cases, CODAP will either add new members to this initial group or form new groups which are slightly broader in scope.

The basic group used in the hierarchical clustering process is the *Job*. When two or more jobs have a substantial degree of similarity, but are distinct in nature, they may be grouped together and identified as a *Cluster*. Following this logic, the structure of the career ladder is then defined in terms of jobs and clusters of jobs.

Overview of AFSC 3V0X3 Jobs

Based on analysis of the data received, three jobs were identified within this career ladder. Figure 1 illustrates the jobs performed by AFSC 3V0X3 personnel.

A listing of the specialty job structure is provided below. The stage (ST) number shown beside each title references computer printed information, the letter "N" indicates the number of personnel in each group.

- I. VIDEOGRAPHER JOB (ST014, N=158)
- II. SUPERVISOR JOB (ST015, N=05)
- III. TELETRAINING NCOIC JOB (ST016, N=05)

The respondents forming these jobs account for 91 percent of the survey sample. The remaining percent, because of dissimilarities with the rest of the career ladder, did not group into any of these jobs. Examples of job titles for not grouped personnel include "CDC Writer", "Resource Manager", and "First Sergeant".

AFSC 3V0X3 CAREER LADDER SPECIALTY JOBS
(N = 184)

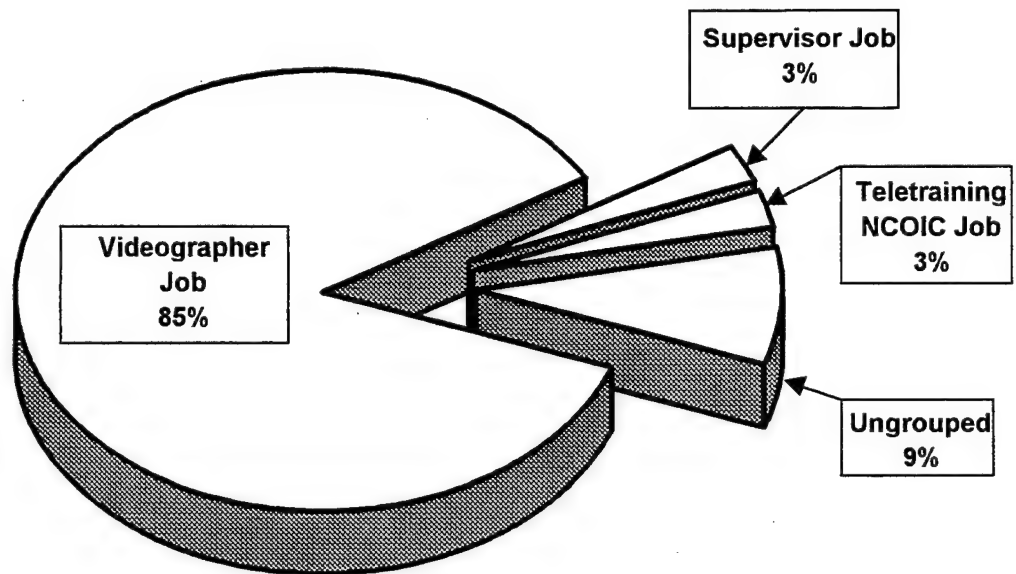


FIGURE 1

Group Descriptions

Following are brief descriptions of the jobs identified during the career ladder structure analysis. Table 3 presents the relative time spent on duties by members of these specialty jobs. Selected background data for these jobs are provided in Table 4. Representative tasks for all groups are contained in Appendix A. Table 5 shows a job comparison between the current and 1993 surveys.

I. VIDEOGRAPHER JOB (ST014). The 158 airmen performing within this job (86 percent of the survey sample) represent the core of the career ladder. Their main duty (28 percent of their time) is spent in Duty A, **PERFORMING VIDEO ACTIVITIES**, as is shown in Table 3. What distinguishes them most is their lack of specialization in any one area. The average number of tasks performed by this group is 155, the highest of either of the other jobs. Typical tasks performed include:

- Perform LS-MS-CU progression recording
- Perform pans, tilts, or compound movements
- Maintain batteries for portable videotape equipment
- Set up camera tripods, spiders, pedestals, or dollies
- Record establishing shots
- Record cutaways

Referring to Table 4, one can see that about 51 percent of the members within this job are at the 5-skill level, 35 percent at the 7-skill level, and the rest at the 3-skill level. Seventy-one percent of these airmen are AD averaging about 6 years (69 months) in the career field. The predominant paygrade of this cluster is E-4.

II. SUPERVISOR JOB (ST015). The five members forming the Supervisor Job spend most of their time performing tasks found within Duty H, *Performing Management and Supervisory Activities*, as is shown by Table 3. The remainder of their time is almost evenly divided between performing training and video activities. An average of 116 tasks are performed by these members and include:

- Inspect personnel for compliance with military standards
- Assign personnel to work areas or duty positions
- Determine or establish logistics requirements
- Conduct supervisory performance feedback sessions
- Conduct general meetings, other than preproduction
- Develop or establish work schedules

Table 4 shows that all of these respondents are AD. Almost all are performing at the 7-skill level, and most are at the E-7 paygrade. Average time in the career field is around 7 years (86 months) and all are located within the CONUS.

III. TELETRAINING NCOIC JOB (ST016). The five members of this job spend the majority of their time performing supervisory and management activities. However, they typically spend more time performing certain audio, video, and training related tasks than the members of the Supervisor Job as can be seen in Table 3. Based on these factors and their duty locations (mainly Sheppard AFB and Wright-Patterson AFB), these members are NCOICs at Teletraining Studios. They have a much lower average number of tasks performed (52) than most of their counterpart NCOICs, which indicates their limited scope. Tasks typically accomplished include:

- Interpret policies, directives, or procedures for subordinates
- Conduct OJT
- Inspect personnel for compliance with military standards
- Counsel trainees on training progress
- Write or endorse military performance reports
- Maintain training records or files

Table 4 shows their predominant paygrade as E-5/E-6. All these members are AD, with an average time in career field of about 8 ½ years (101 months), they are all very experienced. Most are performing at the 5- or 7-skill level and only one is located outside the CONUS.

TABLE 3

RELATIVE PERCENT TIME SPENT ON DUTIES BY SPECIALTY JOBS

DUTIES	Videographer Job ST014 (N=158)	Supervisor Job ST015 (N=5)	Teletraining NCOIC Job ST016 (N=5)
A PERFORMING VIDEO ACTIVITIES	28	12	17
B PERFORMING AUDIO ACTIVITIES	8	3	9
C PERFORMING PRODUCTION AND WRITING ACTIVITIES	11	8	2
D PERFORMING EDITING ACTIVITIES	12	4	2
E PERFORMING LIGHTING ACTIVITIES	5	2	0
F PREPARING, CONSTRUCTING, AND STRIKING SETS	1	0	1
G MAINTAINING VISUAL INFORMATION EQUIPMENT AND ACCESSORIES	8	2	3
H PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES	8	37	38
I PERFORMING TRAINING ACTIVITIES	3	13	19
J PERFORMING GENERAL ADMINISTRATIVE ACTIVITIES	10	12	6
K PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES	2	4	2
L PERFORMING MOBILITY AND CONTINGENCY ACTIVITIES	4	3	1

TABLE 4

SELECTED BACKGROUND DATA FOR SPECIALTY JOBS

	Videographer Job ST014	Supervisor Job ST015	Teletraining NCOIC Job ST016
NUMBER IN GROUP	158	5	5
PERCENT OF SAMPLE	86%	3%	3%
PERCENT IN CONUS	87%	100%	80%
SKILL-LEVEL DISTRIBUTION:			
3V033	14%	0%	20%
3V053	51%	20%	40%
3V073	35%	80%	40%
COMPONENT STATUS:			
ACTIVE DUTY	71%	100%	100%
AIR NATIONAL GUARD	29%	0%	0%
ADDITIONAL INFORMATION			
PREDOMINANT GRADE(S)	E-4	E-7	E-5/6
AVERAGE MONTHS IN CAREER FIELD*	69	86	101
AVERAGE TAFMS*	105	190	161
PERCENT WITH 1-48 MOS IN CAREER FIELD*	51%	40%	40%
PERCENT SUPERVISING	46%	80%	100%
AVERAGE NUMBER OF TASKS PERFORMED	155	116	52

* Active Duty Members Only

TABLE 5

SPECIALTY JOB COMPARISON BETWEEN CURRENT AND 1995 SURVEYS

CURRENT SURVEY (N=184)	1995 SURVEY (N=166)
Videographer Job	Visual Documentation-Production
Supervisor Job	No Match
Teletraining NCOIC Job	No Match
No Match	Aerial Videography

Table 5 above shows a comparison between the current and past surveys. Although there are changes, the major (Videographer) job identified within the career field does have an equivalent job in the past survey. Probably one of the biggest reasons for these changes is the inclusion of the ANG and AFRC into the current survey.

ANALYSIS OF DAFSC GROUPS

An analysis of DAFSC groups, in conjunction with the analysis of the career ladder structure, is an important part of each occupational survey. The DAFSC analysis identifies differences in tasks performed at the various skill levels. This information may then be used to evaluate how well career ladder documents, such as the AFMAN 36-2108 *Airman Classification*, Specialty Description and the Career Field Education and Training Plan (CFETP), reflect what career ladder personnel are actually doing in the field.

A somewhat atypical pattern of progression is noted within the AFSC 3V0X3 career ladder. Personnel at the 3-skill level work in the technical jobs of the career ladder and spend most of their time on technical tasks. As they progress to the 5-skill level, there is a slight move away from editing and production/writing activities and toward training and management/supervisory activities. As incumbents move up to the 7-skill level they perform more supervisory and management tasks and spend less of their time performing video activities. However, this movement to management and training is not as pronounced as in other career fields. This primarily holds true for the active duty members; although ANG members do begin performing management/supervisory tasks as they move into the 7-skill level, they tend to stay very highly technically oriented at every level.

Skill-Level Descriptions

DAFSC 3V033. Representing 15 percent of the survey sample, these 27 AD airmen perform an average of 126 tasks. The majority of this group (82 percent) works in the Videographer Job (Table 6), with one member performing in the Teletraining NCOIC Job and the rest not grouped into any coherent job.

Table 7 reflects the percent time spent on duties by DAFSC 3V033 personnel. At this level, the largest part of their time (30 percent) is spent performing video activities, with another 24 percent of their time divided equally between editing and performing production and writing duties. Representative tasks performed by these members are listed in Table 8.

DAFSC 3V053. The 91 members of this group account for 49 percent of the survey sample and represent the core of the career ladder. They perform an average of 129 tasks. Eighty-eight percent work in the Videographer Job (Table 9). A small percentage of the AD members are also performing within the other two jobs, while the ANG sample members stay mainly within the Videographer Job.

Table 10 provides a comparison of the relative time spent on duties for all the career groups at the 5-skill level. This table shows that ANG personnel devote more time (37 percent) to performing video activities than do their AD counterparts (29 percent) who spend slightly more time performing management, supervisory, and training activities. Also, AD members' "Relative percent time spent on duties" tends to be a little more diverse than the ANG members.

Tables 11-13 list representative tasks performed by each component of DAFSC 3V053 personnel. Table 19 reflects those tasks which best differentiate the AD 3-skill levels from the 5-

skill levels. This table shows more 3-skill level members performing menial type tasks than 5-skill level members and more 5-skill level members performing some of the more complicated as well as management/supervisory tasks.

Table 20 shows the tasks that best distinguish between AD 5-skill levels and their ANG 5-skill level counterparts. These tables clearly show AD members performing more management and supervisory tasks than the ANG members. There are very few tasks shown favoring the ANG 5-skill level members.

DAFSC 3V073. These 66 members perform an average of 165 tasks and represent 36 percent of the survey sample. Table 14 shows 85 percent of these members in the Videographer Job. However, 14 percent of AD 7-skill level members were found in the Supervisor Job and 7 percent in the Teletraining NCOIC Job. None of the personnel in these jobs were ANG members. This reflects the extent to which ANG focus more on technical jobs and less in the supervision and management jobs than their AD counterparts.

Table 15 reflects the percent time spent on duties by DAFSC 3V073 members. This table shows the large amount of time that AD 7-skill levels spend on management, supervisory, training, and administrative duties as compared to all the other groups. However, they do still spend a large 24 percent of their time in Duty A, *Performing Video Activities*.

Representative tasks performed by 7-skill level members are reflected in Tables 16-18. Table 21 reflects tasks which best differentiate between AD 5- and 7-skill levels. This table clearly shows the much higher devotion to management and supervisory tasks at the 7-skill level than the 5-skill level. It also reflects that there were no tasks performed more by 5-skill level members than by 7-skill level members.

Table 22 compares AD to the ANG 7-skill level and illustrates the AD members performing management and supervisory tasks at a much higher percentage. It also show some ANG members performing somewhat more maintaining type tasks than the AD members.

Summary

Progression in the Visual Information Production-Documentation career ladder follows a regular pattern of highly technical job focus at the 3-skill level, with a slight broadening into supervision and management at the 5-skill level, and a much greater jump into supervision and management at the 7-skill level. This occurs primarily in the AD component although some broadening is noted in the ANG sample as well.

TABLE 6

DISTRIBUTION OF DAFSC 3V033 GROUP MEMBERS
ACROSS SPECIALTY JOBS
(PERCENT RESPONDING)

<u>SPECIALTY JOBS</u>	<u>ACTIVE 3V033 (N=27)</u>
Videographer	82%
Supervision	0%
Teletraining NCOIC	4%
<i>Not grouped</i>	14%

TABLE 7

RELATIVE PERCENT TIME SPENT ON DUTIES
BY DAFSC 3V033 MEMBERS

<u>DUTIES</u>	<u>ACTIVE 3V033 (N=27)</u>
A PERFORMING VIDEO ACTIVITIES	30
B PERFORMING AUDIO ACTIVITIES	9
C PERFORMING PRODUCTION AND WRITING ACTIVITIES	12
D PERFORMING EDITING ACTIVITIES	12
E PERFORMING LIGHTING ACTIVITIES	4
F PREPARING, CONSTRUCTING, AND STRIKING SETS	2
G MAINTAINING VISUAL INFORMATION EQUIPMENT AND ACCESSORIES	7
H PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES	6
I PERFORMING TRAINING ACTIVITIES	2
J PERFORMING GENERAL ADMINISTRATIVE ACTIVITIES	9
K PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES	3
L PERFORMING MOBILITY AND CONTINGENCY ACTIVITIES	4

TABLE 8

REPRESENTATIVE TASKS PERFORMED
BY ACTIVE DUTY DAFSC 3V033 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=27)
A0006	Adjust focus	96
A0007	Adjust white balance	96
A0037	Perform pans, tilts, or compound movements	93
A0035	Perform medium-shot (MS) recordings	93
A0036	Perform LS-MS-CU progression recordings	93
A0053	Set up camera tripods, spiders, pedestals, or dollies	93
A0051	Select visual information equipment	89
A0046	Record establishing shots	89
A0033	Perform long-shot (LS) recordings	89
A0045	Record cutaways	89
B0072	Position microphones	89
A0002	Adjust aperture for exposure	89
B0076	Regulate levels on audio equipment	85
G0176	Store cameras	85
A0058	Set up video cameras, other than night-vision	85
A0044	Record cut-ins	85
A0049	Record transitions	85
A0047	Record overlapping actions	85
A0048	Record reestablishing shots	85
G0180	Store videotapes	85
A0015	Erase videotapes	85
A0003	Adjust back focus	85
D0124	Edit tapes using transitional effects, such as fades, dissolves, or wipes	81
D0125	Insert character generation	81
D0126	Match correct audio with video materials	81
G0167	Perform daily or pre-use inspections of equipment	81
G0177	Store CDs	81
A0052	Set focal lengths of lenses	81
D0122	Edit tapes using control-track/time code techniques	81
A0050	Select filters for productions or documentations	81
A0004	Adjust black balance	81
G0166	Maintain batteries for portable videotape equipment	78
A0018	Inspect condition of videotapes	74
B0077	Research or select audio materials, such as compact discs (CDs), tapes, or musical transcripts	74
B0064	Determine audio requirements for productions or documentations	74
B0073	Prepare audio equipment for interior or exterior operations	74
G0174	Secure equipment for storage or transport	74
C0081	Conduct location surveys	74
D0130	Perform insert video editing	70
D0129	Perform insert audio editing	70
B0062	Cue audio equipment	70
B0075	Record original audio sources	70
C0084	Cue talent or technical crews	70

Average Number of Tasks Performed = 126

TABLE 9

DISTRIBUTION OF DAFSC 3V053 GROUP MEMBERS
ACROSS SPECIALTY JOBS
(PERCENT RESPONDING)

<u>SPECIALTY JOBS</u>	TOTAL 3V053 (N=91)	ACTIVE 3V053 (N=80)	ANG 3V053 (N=11)
Videographer	88%	88%	91%
Supervision	1%	1%	0%
Teletraining NCOIC	2%	3%	0%
<i>Not grouped</i>	9%	8%	9%

TABLE 10

RELATIVE PERCENT TIME SPENT ON DUTIES
BY DAFSC 3V053 GROUPS

<u>DUTIES</u>	TOTAL 3V053 (N=91)	ACTIVE 3V053 (N=80)	ANG 3V053 (N=11)
A PERFORMING VIDEO ACTIVITIES	31	29	37
B PERFORMING AUDIO ACTIVITIES	8	8	7
C PERFORMING PRODUCTION AND WRITING ACTIVITIES	10	10	8
D PERFORMING EDITING ACTIVITIES	11	11	13
E PERFORMING LIGHTING ACTIVITIES	4	5	4
F PREPARING, CONSTRUCTING, AND STRIKING SETS	1	1	0
G MAINTAINING VISUAL INFORMATION EQUIPMENT AND ACCESSORIES	9	8	12
H PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES	7	8	4
I PERFORMING TRAINING ACTIVITIES	4	4	1
J PERFORMING GENERAL ADMINISTRATIVE ACTIVITIES	9	9	7
K PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES	2	3	2
L PERFORMING MOBILITY AND CONTINGENCY ACTIVITIES	4	4	5

TABLE 11

REPRESENTATIVE TASKS PERFORMED
BY ALL DAFSC 3V053 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=91)
A0006	Adjust focus	96
G0180	Store videotapes	92
A0037	Perform pans, tilts, or compound movements	91
B0072	Position microphones	91
A0007	Adjust white balance	91
A0035	Perform medium-shot (MS) recordings	90
G0166	Maintain batteries for portable videotape equipment	90
A0053	Set up camera tripods, spiders, pedestals, or dollies	90
G0176	Store cameras	90
A0036	Perform LS-MS-CU progression recordings	89
A0033	Perform long-shot (LS) recordings	89
A0046	Record establishing shots	89
A0048	Record reestablishing shots	89
B0076	Regulate levels on audio equipment	87
A0051	Select visual information equipment	87
A0044	Record cut-ins	87
A0045	Record cutaways	87
A0047	Record overlapping actions	86
A0049	Record transitions	86
A0002	Adjust aperture for exposure	86
G0167	Perform daily or pre-use inspections of equipment	85
D0125	Insert character generation	85
D0130	Perform insert video editing	82
A0038	Perform reverse-shot progression recordings	82
G0174	Secure equipment for storage or transport	82
E0149	Set up portable lighting equipment	79
A0058	Set up video cameras, other than night-vision	78
D0129	Perform insert audio editing	78
B0075	Record original audio sources	78
D0124	Edit tapes using transitional effects, such as fades, dissolves, or wipes	77
C0081	Conduct location surveys	76
D0126	Match correct audio with video materials	75
G0173	Perform operator maintenance on videotape equipment or accessories	75
J0283	Label visual information materials	73
B0077	Research or select audio materials, such as compact discs (CDs), tapes, or musical transcripts	73
A0052	Set focal lengths of lenses	71
D0136	Review footage and captions prior to editing	71
C0108	Select camera locations for productions or documentations	71
B0073	Prepare audio equipment for interior or exterior operations	71
C0109	Select mission equipment or accessory requirements	70
D0128	Perform assemble video editing	70
D0119	Edit acceptable coverage in productions or documentations	68
D0127	Perform A/B roll editing for videotape productions or documentations	68

Average Number of Tasks Performed = 129

TABLE 12
REPRESENTATIVE TASKS PERFORMED
BY ACTIVE DUTY DAFSC 3V053 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=80)
A0006	Adjust focus	95
B0072	Position microphones	93
A0037	Perform pans, tilts, or compound movements	91
G0180	Store videotapes	91
A0007	Adjust white balance	90
A0035	Perform medium-shot (MS) recordings	89
G0166	Maintain batteries for portable videotape equipment	89
G0176	Store cameras	89
A0046	Record establishing shots	89
A0053	Set up camera tripods, spiders, pedestals, or dollies	89
A0048	Record reestablishing shots	89
A0033	Perform long-shot (LS) recordings	88
A0036	Perform LS-MS-CU progression recordings	88
B0076	Regulate levels on audio equipment	88
A0051	Select visual information equipment	88
A0044	Record cut-ins	86
A0045	Record cutaways	86
A0002	Adjust aperture for exposure	86
A0047	Record overlapping actions	86
D0125	Insert character generation	85
A0049	Record transitions	85
G0167	Perform daily or pre-use inspections of equipment	83
D0130	Perform insert video editing	83
G0174	Secure equipment for storage or transport	81
A0038	Perform reverse-shot progression recordings	80
E0149	Set up portable lighting equipment	80
B0075	Record original audio sources	80
A0012	Determine videotape formats	80
D0129	Perform insert audio editing	78
D0124	Edit tapes using transitional effects, such as fades, dissolves, or wipes	76
G0173	Perform operator maintenance on videotape equipment or accessories	76
C0081	Conduct location surveys	76
E0142	Determine lighting equipment requirements for documentations or productions	76
A0058	Set up video cameras, other than night-vision	75
D0126	Match correct audio with video materials	75
J0283	Label visual information materials	75
B0065	Determine audio requirements for shooting locations	75
B0073	Prepare audio equipment for interior or exterior operations	74
C0109	Select mission equipment or accessory requirements	74
A0052	Set focal lengths of lenses	73
D0136	Review footage and captions prior to editing	73
B0077	Research or select audio materials, such as compact discs (CDs), tapes, or musical transcripts	73
C0108	Select camera locations for productions or documentations	73

Average Number of Tasks Performed = 133

TABLE 13
REPRESENTATIVE TASKS PERFORMED
BY ANG DAFSC 3V053 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=11)
G0166	Maintain batteries for portable videotape equipment	100
A0058	Set up video cameras, other than night-vision	100
A0053	Set up camera tripods, spiders, pedestals, or dollies	100
A0038	Perform reverse-shot progression recordings	100
G0167	Perform daily or pre-use inspections of equipment	100
G0180	Store videotapes	100
G0176	Store cameras	100
A0036	Perform LS-MS-CU progression recordings	100
A0033	Perform long-shot (LS) recordings	100
A0035	Perform medium-shot (MS) recordings	100
A0008	Conduct on-camera talent interviews	100
A0007	Adjust white balance	100
A0006	Adjust focus	100
A0049	Record transitions	91
A0048	Record reestablishing shots	91
A0044	Record cut-ins	91
A0046	Record establishing shots	91
A0045	Record cutaways	91
A0037	Perform pans, tilts, or compound movements	91
G0174	Secure equipment for storage or transport	91
A0047	Record overlapping actions	82
A0051	Select visual information equipment	82
D0130	Perform insert video editing	82
A0029	Perform electronic field production (EFP) videotape recordings	82
D0129	Perform insert audio editing	82
D0124	Edit tapes using transitional effects, such as fades, dissolves, or wipes	82
A0018	Inspect condition of videotapes	82
B0076	Regulate levels on audio equipment	82
B0072	Position microphones	82
D0128	Perform assemble video editing	82
D0125	Insert character generation	82
A0002	Adjust aperture for exposure	82
D0134	Record control-track/time codes	73
D0126	Match correct audio with video materials	73
G0165	Acclimatize equipment prior to use	73
J0288	Maintain edited master tape libraries	73
A0015	Erase videotapes	73
D0127	Perform A/B roll editing for videotape productions or documentations	73
A0031	Perform in-camera edits	73
A0016	Establish points-of-view	73
A0030	Perform electronic news gathering (ENG) videotape recordings	64
C0108	Select camera locations for productions or documentations	64

Average Number of Tasks Performed = 100

TABLE 14

DISTRIBUTION OF DAFSC 3V073 GROUP MEMBERS
ACROSS SPECIALTY JOBS
(PERCENT RESPONDING)

<u>SPECIALTY JOBS</u>	TOTAL 3V073 (N=66)	ACTIVE 3V073 (N=28)	ANG 3V073 (N=38)
Videographer	85%	71%	95%
Supervision	6%	14%	0%
Teletraining NCOIC	3%	7%	0%
<i>Not grouped</i>	6%	8%	5%

TABLE 15

RELATIVE PERCENT TIME SPENT ON DUTIES
BY DAFSC 3V073 GROUPS

<u>DUTIES</u>	ALL 3V073 (N=66)	ACTIVE 3V073 (N=28)	ANG 3V073 (N=38)
A PERFORMING VIDEO ACTIVITIES	23	21	25
B PERFORMING AUDIO ACTIVITIES	7	6	7
C PERFORMING PRODUCTION AND WRITING ACTIVITIES	10	9	12
D PERFORMING EDITING ACTIVITIES	10	7	11
E PERFORMING LIGHTING ACTIVITIES	4	4	4
F PREPARING, CONSTRUCTING, AND STRIKING SETS	1	1	1
G MAINTAINING VISUAL INFORMATION EQUIPMENT AND ACCESSORIES	7	5	8
H PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES	15	21	10
I PERFORMING TRAINING ACTIVITIES	4	7	3
J PERFORMING GENERAL ADMINISTRATIVE ACTIVITIES	11	11	10
K PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES	3	3	3
L PERFORMING MOBILITY AND CONTINGENCY ACTIVITIES	5	5	6

TABLE 16

REPRESENTATIVE TASKS PERFORMED
BY ALL DAFSC 3V073 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=66)
A0006	Adjust focus	95
A0046	Record establishing shots	92
G0176	Store cameras	92
A0045	Record cutaways	91
G0180	Store videotapes	91
A0048	Record reestablishing shots	91
A0037	Perform pans, tilts, or compound movements	89
A0007	Adjust white balance	89
A0053	Set up camera tripods, spiders, pedestals, or dollies	89
G0166	Maintain batteries for portable videotape equipment	88
A0033	Perform long-shot (LS) recordings	88
B0072	Position microphones	88
D0130	Perform insert video editing	86
A0051	Select visual information equipment	86
A0036	Perform LS-MS-CU progression recordings	86
A0035	Perform medium-shot (MS) recordings	86
A0044	Record cut-ins	86
A0047	Record overlapping actions	86
A0011	Determine power requirements	86
A0049	Record transitions	86
D0128	Perform assemble video editing	85
A0008	Conduct on-camera talent interviews	85
B0076	Regulate levels on audio equipment	85
B0077	Research or select audio materials, such as compact discs (CDs), tapes, or musical transcripts	85
D0129	Perform insert audio editing	83
D0136	Review footage and captions prior to editing	83
A0058	Set up video cameras, other than night-vision	82
D0124	Edit tapes using transitional effects, such as fades, dissolves, or wipes	82
A0012	Determine videotape formats	82
G0174	Secure equipment for storage or transport	82
E0140	Determine lighting accessory requirements for documentations or productions	82
H0225	Plan videotape productions or documentations	80
D0126	Match correct audio with video materials	80
C0108	Select camera locations for productions or documentations	80
G0167	Perform daily or pre-use inspections of equipment	80
A0010	Counsel talent on appearance, acting, or interviews	80
J0283	Label visual information materials	80
C0110	Select photos, slides, or stock footage for productions or documentations	80
B0075	Record original audio sources	79
C0112	Visually inspect shooting locations for hazardous conditions	79
A0018	Inspect condition of videotapes	77
D0125	Insert character generation	76

Average Number of Tasks Performed = 165

TABLE 17
REPRESENTATIVE TASKS PERFORMED
BY ACTIVE DUTY DAFSC 3V073 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=28)
H0192	Determine or establish work assignments or priorities	89
A0006	Adjust focus	89
H0191	Determine or establish logistics requirements, such as personnel, equipment, tools, parts, supplies, or workspace	86
H0184	Conduct general meetings, such as staff meetings, briefings, conferences, or workshops, other than preproduction	82
H0190	Counsel subordinates concerning personal matters	82
A0007	Adjust white balance	82
A0011	Determine power requirements	82
B0072	Position microphones	82
A0036	Perform LS-MS-CU progression recordings	82
A0053	Set up camera tripods, spiders, pedestals, or dollies	82
G0180	Store videotapes	82
G0176	Store cameras	82
A0045	Record cutaways	82
A0044	Record cut-ins	82
E0140	Determine lighting accessory requirements for documentations or productions	82
A0046	Record establishing shots	82
A0048	Record reestablishing shots	82
A0049	Record transitions	82
A0035	Perform medium-shot (MS) recordings	82
C0081	Conduct location surveys	82
H0182	Assign personnel to work areas or duty positions	79
H0237	Write or indorse military performance reports	79
I0243	Conduct on-the-job training (OJT)	79
H0198	Develop or establish work schedules	79
H0189	Conduct supervisory performance feedback sessions	79
B0076	Regulate levels on audio equipment	79
B0077	Research or select audio materials, such as compact discs (CDs), tapes, or musical transcripts	79
A0037	Perform pans, tilts, or compound movements	79
G0166	Maintain batteries for portable videotape equipment	79
A0051	Select visual information equipment	79
A0047	Record overlapping actions	79
A0002	Adjust aperture for exposure	79
H0210	Evaluate personnel for promotion, demotion, reclassification, or special awards	75
A0008	Conduct on-camera talent interviews	75
C0111	Verify mission requirements are met	75
H0225	Plan videotape productions or documentations	75
H0216	Initiate actions required due to substandard performance of personnel	75
A0033	Perform long-shot (LS) recordings	75
G0174	Secure equipment for storage or transport	75
G0165	Acclimatize equipment prior to use	75
B0064	Determine audio requirements for productions or documentations	75

Average Number of Tasks Performed = 159

TABLE 18
REPRESENTATIVE TASKS PERFORMED
BY ANG DAFSC 3V073 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=38)
A0046	Record establishing shots	100
G0176	Store cameras	100
A0006	Adjust focus	100
D0130	Perform insert video editing	97
A0037	Perform pans, tilts, or compound movements	97
A0033	Perform long-shot (LS) recordings	97
A0045	Record cutaways	97
G0180	Store videotapes	97
A0048	Record reestablishing shots	97
G0166	Maintain batteries for portable videotape equipment	95
D0136	Review footage and captions prior to editing	95
D0128	Perform assemble video editing	95
A0053	Set up camera tripods, spiders, pedestals, or dollies	95
A0007	Adjust white balance	95
A0051	Select visual information equipment	92
D0124	Edit tapes using transitional effects, such as fades, dissolves, or wipes	92
D0129	Perform insert audio editing	92
A0047	Record overlapping actions	92
B0072	Position microphones	92
A0008	Conduct on-camera talent interviews	92
D0126	Match correct audio with video materials	89
A0036	Perform LS-MS-CU progression recordings	89
A0035	Perform medium-shot (MS) recordings	89
A0044	Record cut-ins	89
A0049	Record transitions	89
C0108	Select camera locations for productions or documentations	89
G0167	Perform daily or pre-use inspections of equipment	89
J0283	Label visual information materials	89
B0076	Regulate levels on audio equipment	89
B0077	Research or select audio materials, such as compact discs (CDs), tapes, or musical transcripts	89
A0011	Determine power requirements	89
A0018	Inspect condition of videotapes	89
A0012	Determine videotape formats	89
A0010	Counsel talent on appearance, acting, or interviews	89
A0058	Set up video cameras, other than night-vision	87
G0174	Secure equipment for storage or transport	87
C0110	Select photos, slides, or stock footage for productions or documentations	87
D0131	Perform still frame editing	87
G0177	Store CDs	87
J0300	Review equipment operation manuals	87
B0075	Record original audio sources	84
H0225	Plan videotape productions or documentations	84
C0112	Visually inspect shooting locations for hazardous conditions	84

Average Number of Tasks Performed = 170

TABLE 19

TASKS WHICH BEST DIFFERENTIATE BETWEEN
ACTIVE DUTY DAFSCs 3V033 AND 3V053 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS	ACTIVE DAFSC 3V033 (N=27)	ACTIVE DAFSC 3V053 (N=80)	DIFF
G0178 Store film	41	13	28
A0015 Erase videotapes	85	60	25
A0057 Set up video camera control equipment for instrumentation recordings	37	13	25
A0005 Adjust cameras using camera control units (CCUs)	52	28	24
D0135 Review EDLs	56	33	23
G0175 Store audiotapes	63	40	23
C0084 Cue talent or technical crews	70	50	20
D0123 Edit tapes using EDLs	59	40	19
C0090 Identify video production script formats	37	19	18
A0031 Perform in-camera edits	26	65	-39
J0254 Maintain training records or files	11	46	-35
H0237 Write or indorse military performance reports	7	41	-34
J0268 Coordinate crew logistics, such as transportation, billeting, or messing, with appropriate agencies	4	34	-30
H0221 Organize ENG operations	7	35	-28
H0189 Conduct supervisory performance feedback sessions	15	43	-28
J0272 Coordinate video mission requirements with customers	33	61	-28
G0173 Perform operator maintenance on videotape equipment or accessories	48	76	-28
J0296 Research commercial publications	11	36	-25
H0203 Establish performance standards for subordinates	19	44	-25
H0192 Determine or establish work assignments or priorities	26	51	-25
J0243 Conduct on-the-job training (OJT)	30	55	-25
J0304 Solicit customer feedback	33	59	-25
H0233 Write recommendations for awards or decorations	7	31	-24
J0269 Coordinate equipment logistics, such as packing, shipping, or storage, with appropriate agencies	11	35	-24
I0251 Evaluate progress of trainees	19	43	-24

TABLE 20

TASKS WHICH BEST DIFFERENTIATE BETWEEN
ACTIVE DUTY AND ANG DAFSC 3V053 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS	ACTIVE DAFSC 3V053 (N=80)	ANG DAFSC 3V053 (N=11)	DIFF
A0003 Adjust back focus	74	27	46
D0137 Seek approval for copyrighted materials	64	18	46
A0041 Prepare complete captions	70	27	43
I0251 Evaluate progress of trainees	43	0	43
H0189 Conduct supervisory performance feedback sessions	43	0	43
H0192 Determine or establish work assignments or priorities	51	9	42
H0237 Write or indorse military performance reports	41	0	41
C0084 Cue talent or technical crews	50	9	41
J0304 Solicit customer feedback	59	18	41
A0056 Set up prompters	39	0	39
I0254 Maintain training records or files	46	9	37
C0111 Verify mission requirements are met	64	27	36
L0317 Acquire government driver's license for specialized vehicles	54	18	36
J0263 Coordinate activities or stories with public affairs personnel	35	0	35
A0043 Prepare slates	71	36	35
C0094 Preview recorded program materials	44	9	35
H0190 Counsel subordinates concerning personal matters	44	9	35
H0203 Establish performance standards for subordinates	44	9	35
C0093 Prepare shooting outlines	61	27	34
J0268 Coordinate crew logistics, such as transportation, billeting, or messing, with appropriate agencies	34	0	34
B0067 Make corrections for extraneous ambient noises	70	36	34
A0008 Conduct on-camera talent interviews	68	100	-33
G0178 Store film	13	45	-33
A0013 Duplicate and distribute video products in the field	45	73	-28
L0333 Don or doff chemical warfare personal protective clothing	39	64	-25
A0058 Set up video cameras, other than night-vision	75	100	-25

TABLE 21

TASKS WHICH BEST DIFFERENTIATE BETWEEN
ACTIVE DUTY DAFSCs 3V053 AND 3V073 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS	AD DAFSC 3V053 (N=80)	AD DAFSC 3V073 (N=28)	DIFF
H0184 Conduct general meetings, such as staff meetings, briefings, conferences, or workshops, other than preproduction	21	82	-61
H0182 Assign personnel to work areas or duty positions	26	79	-52
H0216 Initiate actions required due to substandard performance of personnel	25	75	-50
H0198 Develop or establish work schedules	30	79	-49
H0230 Schedule personnel for temporary duty (TDY) assignments, leaves, or passes	16	64	-48
H0183 Assign sponsors for newly assigned personnel	13	61	-48
H0210 Evaluate personnel for promotion, demotion, reclassification, or special awards	29	75	-46
H0191 Determine or establish logistics requirements, such as personnel, equipment, tools, parts, supplies, or workspace	41	86	-44
H0233 Write recommendations for awards or decorations	31	71	-40
H0219 Interpret policies, directives, or procedures for subordinates	29	68	-39
H0209 Evaluate personnel for compliance with performance standards	34	71	-38
H0204 Establish procedures for accountability of equipment, tools, parts, or supplies	30	68	-38
H0192 Determine or establish work assignments or priorities	51	89	-38
H0202 Establish organizational policies, such as operating instructions (OIs) or standard operating procedures (SOPs)	19	57	-38
H0190 Counsel subordinates concerning personal matters	44	82	-38
H0237 Write or indorse military performance reports	41	79	-37
H0188 Conduct supervisory orientations for newly assigned personnel	25	61	-36
H0207 Evaluate job hazards or compliance with Air Force Occupational Safety and Health (AFOSH) program	21	57	-36
H0189 Conduct supervisory performance feedback sessions	43	79	-36
H0232 Write job or position descriptions	18	54	-36
I0245 Determine training requirements	30	64	-34
H0218 Inspect personnel for compliance with military standards	39	71	-33
J0284 Maintain administrative files	33	64	-32
J0277 Identify and report suspected security compromises	21	54	-32

TABLE 22

TASKS WHICH BEST DIFFERENTIATE BETWEEN
ACTIVE DUTY AND ANG DAFSC 3V073 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS	AD DAFSC 3V073 (N=28)	ANG DAFSC 3V073 (N=38)	DIFF
A0056 Set up prompters	61	5	55
H0237 Write or indorse military performance reports	79	24	55
H0216 Initiate actions required due to substandard performance of personnel	75	32	43
H0184 Conduct general meetings, such as staff meetings, briefings, conferences, or workshops, other than preproduction	82	39	43
H0183 Assign sponsors for newly assigned personnel	61	18	42
H0189 Conduct supervisory performance feedback sessions	79	37	42
H0198 Develop or establish work schedules	79	39	39
A0014 Duplicate video products to different signal formats, such as sequential color and memory (SECAM) or phase-alteration line (PAL)	46	8	39
H0230 Schedule personnel for temporary duty (TDY) assignments, leaves, or passes	64	26	38
H0233 Write recommendations for awards or decorations	71	34	37
A0055 Set up night-vision video cameras	46	13	33
C0088 Edit prompter scripts	46	13	33
C0103 Schedule editing cells	54	21	33
H0232 Write job or position descriptions	54	21	33
H0190 Counsel subordinates concerning personal matters	82	50	32
G0178 Store film	14	66	-52
L0349 Perform chemical warfare agent decontamination procedures	18	55	-37
G0172 Perform operator maintenance on projection equipment	25	61	-36
J0288 Maintain edited master tape libraries	43	79	-36
A0023 Participate in aircrew briefings or debriefings	18	50	-32
L0363 Store hazardous materials	7	39	-32
L0333 Don or doff chemical warfare personal protective clothing	54	84	-31
C0113 Write audio scripts	4	34	-31
J0289 Maintain library records	21	53	-31
H0223 Plan layouts of facilities	11	42	-31

TRAINING ANALYSIS

Occupational survey data are one of many sources of information that can be used to assist in the development of a training program relevant to the needs of personnel in their first enlistment. There are several factors that may be used in evaluating training. One of these factors is an overall description of the work being performed by first-enlistment personnel, as well as their overall distribution across career ladder jobs. Also, the percentages of first-enlistment (1-48 months TAFMS) members performing specific tasks and the TE and TD ratings (previously explained in the **SURVEY METHODOLOGY** section) associated with these tasks may be useful as well.

First-Enlistment Personnel

In this study, there are 44 members in their first enlistment (1-48 months TAFMS), representing 24 percent of the total survey sample. Most of their duty time is spent on technical activities related to audio, video, production and writing, and editing tasks. Figure 2 shows the job distribution of first-enlistment personnel and Table 27 displays the relative percent of time spent on duties by these airmen.

Reviewing the table, first-enlistment personnel spend 33 percent of their time performing video activities. The next largest amount of time spent is a near tie between audio activities, production and writing, and editing duties. First-enlistment personnel are primarily employed in the Videographer Job. Figure 2 shows that 87 percent of members in their first enlistment perform in the core Videographer Job. The remainder did not grouped into any coherent job.

Table 28 lists representative tasks performed by first-enlistment personnel. Most involve video-related activities with some audio activities, editing activities, and video equipment maintenance also appearing frequently.

AFSC 3V0X3 CAREER LADDER SPECIALTY JOBS
By First Enlistment Personnel (1-48 MOS TAFMS)
(N = 44)

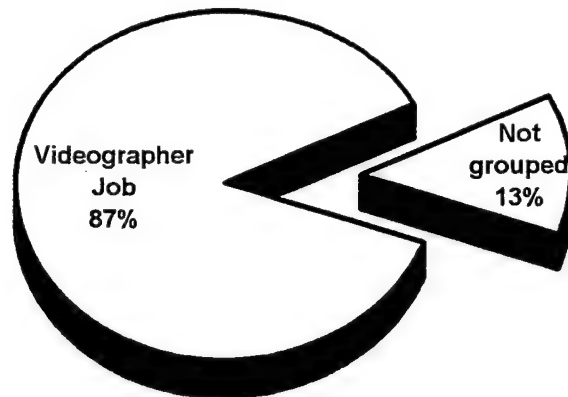


FIGURE 2

TABLE 27

RELATIVE PERCENT TIME SPENT ON DUTIES BY
AFSC 3V0X3 FIRST-ENLISTMENT PERSONNEL (1-48 MOS TAFMS)
(N=44)

DUTIES		PERCENT TIME SPENT
A	PERFORMING VIDEO ACTIVITIES	33
B	PERFORMING AUDIO ACTIVITIES	10
C	PERFORMING PRODUCTION AND WRITING ACTIVITIES	11
D	PERFORMING EDITING ACTIVITIES	13
E	PERFORMING LIGHTING ACTIVITIES	4
F	PREPARING, CONSTRUCTING, AND STRIKING SETS	1
G	MAINTAINING VISUAL INFORMATION EQUIPMENT AND ACCESSORIES	8
H	PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES	4
I	PERFORMING TRAINING ACTIVITIES	1
J	PERFORMING GENERAL ADMINISTRATIVE ACTIVITIES	8
K	PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES	2
L	PERFORMING MOBILITY AND CONTINGENCY ACTIVITIES	5

TABLE 28
REPRESENTATIVE TASKS PERFORMED BY AFSC 3V0X3
FIRST-ENLISTMENT PERSONNEL

TASKS	PERCENT MEMBERS PERFORMING (N=44)
A0053 Set up camera tripods, spiders, pedestals, or dollies	98
A0035 Perform medium-shot (MS) recordings	95
A0037 Perform pans, tilts, or compound movements	95
A0006 Adjust focus	95
B0072 Position microphones	95
A0007 Adjust white balance	93
A0036 Perform LS-MS-CU progression recordings	91
A0051 Select visual information equipment	91
A0046 Record establishing shots	91
A0033 Perform long-shot (LS) recordings	89
A0044 Record cut-ins	89
A0045 Record cutaways	89
A0048 Record reestablishing shots	89
A0049 Record transitions	89
A0047 Record overlapping actions	89
G0176 Store cameras	86
G0166 Maintain batteries for portable videotape equipment	86
G0180 Store videotapes	86
A0002 Adjust aperture for exposure	86
A0015 Erase videotapes	86
B0076 Regulate levels on audio equipment	84
G0167 Perform daily or pre-use inspections of equipment	84
A0058 Set up video cameras, other than night-vision	82
D0130 Perform insert video editing	82
D0124 Edit tapes using transitional effects, such as fades, dissolves, or wipes	80
D0125 Insert character generation	80
A0052 Set focal lengths of lenses	80
G0174 Secure equipment for storage or transport	80
C0081 Conduct location surveys	80
A0003 Adjust back focus	80
D0129 Perform insert audio editing	77
B0077 Research or select audio materials, such as compact discs (CDs), tapes, or musical transcripts	77
B0065 Determine audio requirements for shooting locations	77
J0283 Label visual information materials	75
D0126 Match correct audio with video materials	75
B0075 Record original audio sources	75
B0073 Prepare audio equipment for interior or exterior operations	75
A0038 Perform reverse-shot progression recordings	75
B0064 Determine audio requirements for productions or documentations	75
A0004 Adjust black balance	75
G0177 Store CDs	73
D0122 Edit tapes using control-track/time code techniques	73
A0008 Conduct on-camera talent interviews	73

Average Number of Tasks Performed = 121

Training Emphasis (TE) and Task Difficulty (TD) Data

TE and TD data are secondary factors that can assist technical school personnel in deciding which tasks should be emphasized in entry-level training. These ratings, based on the judgments of senior career ladder NCOs working at operational units in the field, are collected to provide training personnel with a rank-ordering of those tasks in the JI considered important for first-enlistment personnel training. Also included for the training personnel is a measure of the difficulty of the JI tasks.

When combined with data on the percentages of first-enlistment personnel performing tasks, comparisons can then be made to determine if training adjustments are necessary. For example, tasks receiving high ratings on both task factors, accompanied by moderate to high percentages performing, may warrant resident training. Those tasks receiving high task factor ratings, but low percentages performing, may be more appropriately planned for OJT programs within the career ladder. Low task factor ratings may highlight tasks best omitted from training for first-enlistment personnel, but this decision must be weighed against percentages of personnel performing the tasks, command concerns, and criticality of the tasks.

To assist technical school personnel, AFOMS has developed a computer program that incorporates these secondary factors and the percentage of first-enlistment personnel performing each task to produce an Automated Training Indicator (ATI) for each task. These indicators correspond to training decisions listed and defined in the Training Decision Logic Table found in Attachment 2, AETCI 36-2601, and allows course personnel to quickly focus their attention on those tasks which are most likely to qualify for initial resident course consideration.

Table 29 presents tasks with the highest TE ratings for AFSC 3V0X3 first job and first-enlistment airmen, while Table 30 displays those tasks AFSC 3V0X3 raters judged to be the most difficult to learn for first job and first-enlistment personnel as well as for all skill levels. For example, TE raters (refer to Table 29) reported that video related tasks such as "Adjust focus" and "Adjust white balance" require a high degree of training emphasis and, from the data, most airmen in their first job and within their first enlistment are performing these tasks. Table 30 shows TD raters reported "Direct videotape productions or documentations" to be the most difficult task to learn. Also, because of the large percentage of first job and first enlistment airmen performing this task, it should probably be covered thoroughly in tech school. Conversely, the next task, "Draft budget requirements", although difficult to learn, may be more appropriate for OJT rather than included in the resident curriculum due to the low numbers of individuals performing this task.

Various lists of tasks, accompanied by TE and TD ratings and where appropriate, ATI information, are contained in the TRAINING EXTRACT package and should be reviewed in detail by training school personnel. (For a more detailed explanation of TE and TD ratings, see Task Factor Administration in the **SURVEY METHODOLOGY** section of this report.)

TABLE 29

TASKS RATED HIGHEST IN TRAINING EMPHASIS.

TASKS	PERCENT MEMBERS PERFORMING				TASK DIFF**
	TNG EMP*	1 ST JOB (N=84)	1 ST ENL (N=44)		
A0006 Adjust focus	7.17	100	95		1.50
A0007 Adjust white balance	7.00	100	93		1.49
A0036 Perform LS-MS-CU progression recordings	6.96	87	91		4.49
A0045 Record cutaways	6.91	87	89		4.06
A0046 Record establishing shots	6.87	93	91		4.22
A0037 Perform pans, tilts, or compound movements	6.70	93	95		5.25
A0044 Record cut-ins	6.70	87	89		4.15
D0130 Perform insert video editing	6.70	73	82		5.92
D0129 Perform insert audio editing	6.65	67	77		6.16
D0124 Edit tapes using transitional effects, such as fades, dissolves, or wipes	6.65	73	80		6.11
A0031 Perform in-camera edits	6.61	20	48		5.92
D0125 Inset character generation	6.52	73	80		6.11
A0002 Adjust aperture for exposure	6.48	93	86		2.06
D0126 Match correct audio with video materials	6.48	73	75		6.57
E0142 Determine lighting equipment requirements for documentations or productions	6.48	67	73		5.34
G0167 Perform daily or pre-use inspections of equipment	6.43	80	84		3.91
E0149 Set up portable lighting equipment	6.43	47	66		5.32
A0049 Record transitions	6.39	80	89		4.60

* Mean TE Rating is 3.02, and Standard Deviation is 3.31 (High TE = 6.33)

** Average TD Rating is 5.00

TABLE 30

TASKS RATED HIGHEST IN TASK DIFFICULTY

TASKS	TASK DIFF	PERCENT MEMBERS PERFORMING						TNG EMP
		1 ST JOB (N=84)	1 ST ENL (N=44)	3-SKL LVL (N=27)	5-SKL LVL (N=80)	7-SKL LVL (N=28)		
C0087	7.03	47	48	59	45	61	3.30	
H0199	6.80	0	2	4	15	32	.70	
H0200	6.69	13	7	11	3	4	.00	
D0121	6.66	47	66	63	65	71	6.13	
I0247	6.66	7	2	4	9	14	.74	
D0122	6.62	73	73	81	69	57	5.83	
C0086	6.62	53	50	56	49	68	3.17	
H0235	6.60	0	2	0	10	25	.35	
H0201	6.60	13	7	11	5	32	.43	
D0126	6.57	73	75	81	75	68	6.48	
H0202	6.54	20	18	26	19	57	1.91	
D0127	6.52	47	61	56	68	50	6.00	
A0039	6.51	27	34	37	36	32	3.00	
D0123	6.51	40	48	59	40	43	4.78	
H0232	6.48	20	11	15	18	54	1.17	
H0237	6.39	0	0	7	41	79	1.52	
H0231	6.38	13	7	11	5	7	.35	

* Mean TE Rating is 3.02, and Standard Deviation is 3.31 (High TE = 6.33)

** Average TD Rating is 5.00

Specialty Training Standard (STS)\

A comprehensive review of STS 3V0X3, dated February 1997, compared STS items to survey data. This was based on assistance from AFSC 3V0X3 SMEs in matching JI tasks to STS elements. STS elements containing general knowledge information, mandatory entries, subject-matter-knowledge-only requirements, or basic supervisory responsibilities were not examined. Task knowledge and performance elements of the STS were compared against the standard set forth in AETCI 36-2601 and AFI 36-2623 (i.e., include tasks performed or knowledge required by 20 percent or more of the personnel in a skill level (criterion group) of the AFS).

Overall, the STS provides fairly comprehensive coverage of the work performed by personnel in this career ladder with survey data supporting almost all of the essential elements. Some elements with no performance coding have high percentages of personnel performing matched tasks and should be reviewed by training personnel for possible inclusion in the basic course (see Table 31).

Tasks not referenced to any element of the STS are listed at the end of the STS computer listing. These tasks were reviewed to determine if any tasks concentrated around a particular function or job. Those technical tasks performed by 20 percent or more respondents of the STS target groups, but which were not referenced to any STS element, are displayed in Table 32. Training personnel and SMEs should review these unreferenced tasks to determine if inclusion in the STS is justified.

TABLE 31

**EXAMPLES OF TECHNICAL TASKS PERFORMED BY AFSC 3V0X3 GROUP MEMBERS
SUGGESTED FOR PROFICIENCY CODE REVIEW TO PERFORMANCE CODING**

TASKS		3-skill Lvl	5-skill Lvl	TNG EMP	Percent Members Performing						TASK DIFF	ATI
					3-SKL		5-SKL		7-SKL			
					(N=27)	(N=80)	(N=28)	(N=28)	(N=28)	(N=28)		
7.5	Cust. Svce Relations – Disposition of VI records and photography	A	B									
J0288	Maintain edited master tape libraries			3.91	67	54	43		4.01	17		
7.8	Customer Service Relations – Feedback	--	--									
J0304	Solicit customer feedback			4.13	33	59	57		4.31	15		
8.3.2.	Video Documentation – Use exposure meters (lighting)	b	B									
E0143	Determine lighting levels for video documentations or productions			6.04	63	65	71		5.55	18		
8.3.3.	Video Documentation - Color temperature meter (lighting)	-	B									
E0141	Determine lighting color balances for video documentations or productions			6.04	59	69	64		5.36	18		
9.5.2	Video Editing – Edit Master – Log Time code	b	B									
D0134	Record control-track/time codes			4.43	59	66	50		4.61	17		
9.8.4.3.2.	Video Editing – Signal Correction – Set up/operate waveform monitors	b	b									
A0021	Monitor waveform equipment			4.65	63	60	61		4.62	17		
9.8.5.2.	Video Editing – Audio – Copyright media – Requesting permission	A	B									
D0137	Seek approval for copyrighted materials			3.83	56	64	57		4.66	17		
15.4.	Producing/Directing/Writing – Direct videotape editing	b	B									
C0086	Direct videotape editing			3.17	56	49	68		6.62	17		

* Mean TE Rating is 3.02 , and Standard Deviation is 3.31 (High TE = 6.33)

** Average TD Rating is 5.00

TABLE 32

EXAMPLES OF TECHNICAL TASKS PERFORMED BY 20 PERCENT OR MORE
GROUP MEMBERS AND NOT REFERENCED TO THE STS

TASKS		PERCENT MEMBERS PERFORMING						TNG EMP	3-SKL LVL (N=27)	5-SKL LVL (N=80)	7-SKL LVL (N=28)	TASK DIFF	ATI
A0027	Perform close-up (CU) videotape recordings, other than CU medical videotape recordings	3.61	52	55	61	4.13	17						
A0032	Perform instrumentation videotape recordings	1.78	30	29	29	5.50	14						
A0033	Perform long-shot (LS) recordings	6.00	89	88	75	3.75	13						
A0035	Perform medium-shot (MS) recordings	5.96	93	89	82	3.63	13						
A0041	Prepare complete captions	5.52	67	70	68	4.39	18						

* Mean TE Rating is 3.02 , and Standard Deviation is 3.31 (High TE = 6.33)

** Average TD Rating is 5.00

JOB SATISFACTION ANALYSIS

An examination of the job satisfaction indicators of various groups can give career ladder managers a better understanding of some of the factors which may affect the job performance of airmen in the career ladder. Attitude questions covering job interest, perceived utilization of talents and training, sense of accomplishment from work, and reenlistment intentions were included in the survey booklet to provide indications of job satisfaction.

Table 33 presents job satisfaction data for AD AFSC 3V0X3 TAFMS groups, together with TAFMS data for a comparative sample of Support career ladders surveyed in 1998. Although very comparable in most aspects, there is a noticeable disparity between perceived utilization of talents for the AFSC 3V0X3 career ladder versus the comparative sample. Reenlistment intentions for AFSC 3V0X3 personnel were also somewhat lower than for other Support career field samples.

An indication of how job satisfaction perceptions have changed over time is provided in Table 34, where again job satisfaction by AD 3V0X3 TAFMS data for the current survey respondents is presented, along with data from the last OSR. Reviewing this table, current survey satisfaction ratings for job interest, perceived utilization of talents, sense of accomplishment, and reenlistment intentions has dropped noticeably for the 1-48 months TAFMS group, but has risen slightly for the 49-96 months TAFMS group. The 97+ months TAFMS group shows no major changes evident.

In Table 35, a review of the job satisfaction ratings for both AD and ANG across specialty jobs identified in this survey reveals fairly high numbers all the way across. The lowest ratings however, were found in the Supervisor Job.

TABLE 33

COMPARISON OF JOB SATISFACTION INDICATORS
BY AD 3V0X3 TAFMS GROUPS
(PERCENT MEMBERS RESPONDING)

	1-48 MOS TAFMS		49-96 MOS TAFMS		97+ MOS TAFMS	
	1998 3V0X3 (N=44)	COMP SAMPLE* (N=249)	1998 3V0X3 (N=26)	COMP SAMPLE* (N=190)	1998 3V0X3 (N=64)	COMP SAMPLE* (N=383)
<u>EXPRESSED JOB INTEREST:</u> INTERESTING SO-SO DULL	73	77	88	80	80	81
	18	13	8	10	9	12
	9	10	4	10	11	7
<u>PERCEIVED UTILIZATION OF TALENTS:</u> FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	70	85	88	82	80	83
	30	15	12	18	20	17
<u>PERCEIVED UTILIZATION OF TRAINING:</u> FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	80	87	88	85	72	81
	20	13	12	15	28	19
<u>SENSE OF ACCOMPLISHMENT GAINED FROM WORK:</u> SATISFIED NEUTRAL DISSATISFIED	66	74	81	72	72	73
	2	10	7	11	3	9
	32	16	12	17	25	18
<u>REENLISTMENT INTENTIONS:</u> YES, OR PROBABLY YES NO, OR PROBABLY NO PLAN TO RETIRE	27	47	42	56	72	62
	73	53	58	44	9	14
	0	0	0	0	19	24

Comparative sample of Support career ladders surveyed in 1997

TABLE 34

COMPARISON OF CURRENT SURVEY AND PREVIOUS SURVEY
BY AD 3V0X3 TAFMS GROUPS
(PERCENT MEMBERS RESPONDING)

	1-48 MOS TAFMS		49-96 MOS TAFMS		97+ MOS TAFMS	
	1998 3V0X3 (N=44)	1995 3V0X3 (N=87)	1998 3V0X3 (N=26)	1995 3V0X3 (N=28)	1998 3V0X3 (N=64)	1995 3V0X3 (N=79)
<u>EXPRESSED JOB INTEREST:</u>						
INTERESTING	73	77	88	82	80	86
SO-SO	18	8	8	6	9	6
DULL	9	15	4	12	11	6
<u>PERCEIVED UTILIZATION OF TALENTS:</u>						
FAIRLY WELL TO PERFECTLY	70	86	88	88	80	85
LITTLE OR NOT AT ALL	30	14	12	12	20	15
<u>PERCEIVED UTILIZATION OF TRAINING:</u>						
FAIRLY WELL TO PERFECTLY	80	90	88	82	72	92
LITTLE OR NOT AT ALL	20	10	12	18	28	8
<u>SENSE OF ACCOMPLISHMENT GAINED FROM WORK:</u>						
SATISFIED	66	77	81	76	72	74
NEUTRAL	2	8	7	0	3	5
DISSATISFIED	32	15	12	24	25	21
<u>REENLISTMENT INTENTIONS:</u>						
YES, OR PROBABLY YES	27	53	42	76	72	73
NO, OR PROBABLY NO	73	47	58	24	9	2
PLAN TO RETIRE	0	0	0	0	19	26

TABLE 35

COMPARISON OF JOB SATISFACTION INDICATORS BY SPECIALTY JOBS
(PERCENT MEMBERS RESPONDING)

	Videographer Job (ST014) (N=158)	Supervisory Job (ST015) (N=5)	Teletraining NCOIC Job (ST016) (N=5)
EXPRESSED JOB INTEREST:			
INTERESTING	87	60	80
SO-SO	7	20	0
DULL	6	20	20
PERCEIVED UTILIZATION OF TALENTS:			
FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	87 13	80 20	60 40
PERCEIVED UTILIZATION OF TRAINING:			
FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	86 14	60 40	40 60
SENSE OF ACCOMPLISHMENT FROM WORK:			
SATISFIED	78	40	80
NEUTRAL	6	0	0
DISSATISFIED	16	60	20
REENLISTMENT INTENTIONS*:			
YES, OR PROBABLY YES	60	20	40
NO, OR PROBABLY NO	35	0	0
WILL RETIRE	5	80	60

* Active Duty Only

IMPLICATIONS

This survey was initiated to provide current job and task data for use in evaluating the AFMAN 36-2108 *Specialty Description* and appropriate training documents. Survey results clearly indicate that the present classification structure, as described in the latest specialty description, accurately portrays the jobs performed in this career ladder.

Career ladder training documents appear on the whole to be well supported by survey data, although some areas may require further review to ensure appropriate proficiency coding. Some identified tasks should also be examined for possible STS inclusion. Other areas in the STS should be examined along with the data for currency and, if not supported, removed or amended.

Some job satisfaction indicators for this career ladder, normally about average, have dropped somewhat since the last survey. There have been noticeable decreases in reenlistment intentions for both the first- and second-enlistment groups and a decrease in perceived utilization of talents for the first-enlistment group. There has also been a fairly large decrease in perceived utilization of training for the 97+ TAFMS group. While this is noteworthy, these indicators remain high when compared with those of similar career ladders. Exceptions occur for reenlistment intentions and perceived utilization of talents for the first enlistment group, which are somewhat below average. Overall, the second-enlistment group seems highly satisfied when compared to the past survey and comparable career ladders, the first-enlistment group less, and the third and above about the same. Across the various jobs, the greatest dissatisfaction seems to be in the all AD Supervisor Job.

APPENDIX A

**SELECTED REPRESENTATIVE TASKS PERFORMED
BY SPECIALTY JOB GROUPS**

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TABLE A1
VIDEOGRAPHER JOB (ST014)

TASKS	PERCENT MEMBERS PERFORMING (N=158)
A0037	98
A0006	98
A0053	97
A0048	97
A0036	97
G0166	97
A0046	97
A0045	97
G0180	97
G0176	96
B0072	96
A0035	95
A0033	95
A0044	95
A0047	95
A0049	95
A0007	95
A0051	94
D0130	93
B0076	91
G0167	91
D0124	90
D0129	89
G0174	89
D0126	88
A0002	87
C0081	87
A0058	87
D0125	87
D0128	86
B0075	86
A0008	86
B0077	85
C0108	85
E0149	85
A0012	85
D0136	84
B0065	84
A0038	84
A0011	84
E0142	83
C0109	82
G0177	81
B0073	81
D0122	80
B0069	80
E0140	80

TABLE A2
SUPERVISOR JOB (ST015)

TASKS	PERCENT MEMBERS PERFORMING (N=5)
H0218 Inspect personnel for compliance with military standards	100
H0182 Assign personnel to work areas or duty positions	100
H0191 Determine or establish logistics requirements, such as personnel, equipment, tools, parts, supplies, or workspace	100
H0189 Conduct supervisory performance feedback sessions	100
H0184 Conduct general meetings, such as staff meetings, briefings, conferences, or workshops, other than preproduction	100
H0198 Develop or establish work schedules	100
H0190 Counsel subordinates concerning personal matters	100
H0186 Conduct self-inspections or self-assessments	100
H0203 Establish performance standards for subordinates	100
H0237 Write or indorse military performance reports	80
I0254 Maintain training records or files	80
H0212 Evaluate videotape procedures	80
H0219 Interpret policies, directives, or procedures for subordinates	80
H0233 Write recommendations for awards or decorations	80
H0206 Evaluate inspection report findings or inspection procedures	80
H0209 Evaluate personnel for compliance with performance standards	80
H0204 Establish procedures for accountability of equipment, tools, parts, or supplies	80
H0199 Draft budget requirements	80
I0239 Brief personnel concerning training programs or matters	80
H0217 Initiate personnel action requests	80
H0227 Review drafts of supplements or changes to directives, such as policy directives, instructions, or manuals	80
H0201 Draft supplements or changes to directives, such as policy directives, instructions, or manuals	80
H0205 Evaluate graphics displays	80
H0235 Write staff studies, surveys, or routine reports, other than training or inspection reports	80
J0272 Coordinate video mission requirements with customers	80
H0220 Investigate accidents or incidents	80
H0225 Plan videotape productions or documentations	80
H0183 Assign sponsors for newly assigned personnel	80
H0188 Conduct supervisory orientations for newly assigned personnel	80
C0112 Visually inspect shooting locations for hazardous conditions	80
C0086 Direct videotape editing	80
H0232 Write job or position descriptions	80
H0230 Schedule personnel for temporary duty (TDY) assignments, leaves, or passes	80
A0007 Adjust white balance	80
A0002 Adjust aperture for exposure	80
A0006 Adjust focus	80
C0081 Conduct location surveys	80
A0049 Record transitions	80
A0053 Set up camera tripods, spiders, pedestals, or dollies	80
A0045 Record cutaways	80
A0051 Select visual information equipment	80
A0046 Record establishing shots	80
A0036 Perform LS-MS-CU progression recordings	80
A0048 Record reestablishing shots	80

TABLE A3
TELETRAINING NCOIC JOB (ST016)

TASKS		PERCENT MEMBERS PERFORMING (N=05)
H0219	Interpret policies, directives, or procedures for subordinates	100
I0243	Conduct on-the-job training (OJT)	100
H0218	Inspect personnel for compliance with military standards	100
I0240	Counsel trainees on training progress	100
H0237	Write or indorse military performance reports	100
I0254	Maintain training records or files	100
I0245	Determine training requirements	80
H0203	Establish performance standards for subordinates	80
I0251	Evaluate progress of trainees	80
B0070	Operate audio consoles	80
H0182	Assign personnel to work areas or duty positions	80
H0198	Develop or establish work schedules	80
I0250	Evaluate effectiveness of training programs, plans, or procedures	80
H0192	Determine or establish work assignments or priorities	80
B0062	Cue audio equipment	80
H0210	Evaluate personnel for promotion, demotion, reclassification, or special awards	80
D0125	Insert character generation	80
A0015	Erase videotapes	80
H0190	Counsel subordinates concerning personal matters	80
A0006	Adjust focus	80
H0188	Conduct supervisory orientations for newly assigned personnel	80
A0005	Adjust cameras using camera control units (CCUs)	80
H0205	Evaluate graphics displays	60
I0239	Brief personnel concerning training programs or matters	60
I0256	Prepare job qualification standards (JQSs)	60
H0209	Evaluate personnel for compliance with performance standards	60
B0076	Regulate levels on audio equipment	60
G0180	Store videotapes	60
I0246	Develop training programs, plans, or procedures	60

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